

**Job Posting**  
**SOUTHEASTERN MENTAL HEALTH AUTHORITY**  
**BEHAVIORAL HEALTH CLINICAL MANAGER- POSITION NUMBER: SM26046**

**PLEASE FOLLOW THE SPECIFIC APPLICATION INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!**

**Location:** 401 W. Thames Street, Bldg. 301, Norwich, CT  
**Program/Unit:** Assertive Community Treatment Team/Community Support and Recovery Pathways Program  
**Schedule/Hours:** 1<sup>st</sup> shift/8:00 a.m. to 4:30 p.m./Monday thru Friday/40 hours per week  
**Salary:** \$81,829  
**Posting Date:** 5/11/12 **Closing Date:** 5/21/12

**Eligibility Requirement:** State employees currently holding the above title or those who have previously attained permanent status may apply. Candidates who possess the general and special experience and special requirements may apply.

**Duties may include but not limited to:** Coordinate, plan and carry out administrative and clinical supports to an intensive community behavioral health program for adults with significant Psychiatric and substance use disorders. Directs the two teams (ACT, CSP/RP Programs) to ensure care standards are met with oversight of service provision, documentation, communication and staff resources, including ongoing assessment of staff needs for delivery of services. Provides and directs a full range of administrative duties, including preparation and administration of program budgets and development and maintenance of fiscal and programmatic mechanisms to ensure continuity of care and appropriate allocation of resources. Assists with formulating and implementing program and facility policies and procedures and ensures compliance with accreditation standards. Works in collaboration with HR and clinical administrators to manage staff performance. Demonstrates skills and knowledge in working with community providers. Participates in and oversees team involvement with DMHAS initiatives (dual disorders treatment, multicultural diversity, supported employment and education, person-centered planning). May represent the agency in community events. Provides other related duties as needed.

**General Experience:** Four (4) years of professional experience in Behavioral Health Care and a Master Degree in a clinical discipline, Public Health Administration, Health Care Administration or Hospital Administration.

**Special Experience:** Two (2) years of the General Experience must have been supervising professional staff. For state employees, this is at the level of Behavioral Health Unit Supervisor; Nurse Supervisor or Supervising Clinician.

**Special Requirement:** Incumbents in this class must maintain the appropriate current license for clinical social work, marital and family therapist, professional counselor, registered nurse or clinical psychologist. Incumbents in this class are required to possess and maintain a current/valid Motor Vehicle Operator's license.

**Note:** Applicants will be selected in accordance with reemployment, SEBAC, transfer, promotion, collective bargaining unit contract language, merit employment lists and DMHAS affirmative action goals. Therefore, State employees will generally be considered before applicants from outside State service.

**Application Instructions:**

Due to the large number of lateral transfer forms and applications received, it is extremely important to note the **Position Number (found on the posting)** on the DMHAS Lateral Transfer Request Form (**upper right-hand corner**) and at the bottom of Page One of the State of Connecticut Application for Examination or Employment (CT-HR-12)

**To be considered for this position:**

1. **DMHAS employees who are lateral transfer candidates** (for example, Behavioral Health Clinical Manager applying to a Behavioral Health Clinical Manager posting) must submit a completed DMHAS Lateral Transfer Form. Lateral Transfer Request Forms received without a position number will not be processed.
2. **DMHAS employees who are promotion/demotion candidates** must submit the State of Connecticut Application for Examination and Employment (CT-HR-12). The position number must be noted at the bottom of Page One of the State of Connecticut Application (CT-HR-12).
3. **All other applicants who meet the General Experience, Special Experience and Special Requirements** must complete a State Employment Application for Examination and Employment (CT-HR-12). Resumes and Curriculum Vitae can be provided as supplemental information but will only be accepted if attached to a fully completed application.

**PLEASE SEND APPLICATIONS TO:**

**Cindy Lukaszewicz, Human Resource Representative**  
**Southeastern Mental Health Authority**  
**401 West Thames Street, Building 301, Norwich, CT 06360**  
**Phone: (860) 859-4651 – FAX: (860) 859-4792**  
**Email: [Cindy.Lukaszewicz@ct.gov](mailto:Cindy.Lukaszewicz@ct.gov)**

The DMHAS Lateral Transfer Request Form, State of Connecticut Application for Examination or Employment (CT-HR-12) and postings can be found on the DMHAS website at [www.ct.gov/dmhas/employmentopportunities](http://www.ct.gov/dmhas/employmentopportunities)

**AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER**

The State of Connecticut and the Department of Mental Health and Addiction Services are equal opportunity/affirmative action employers. Women, minorities and persons with disabilities and in recovery are encouraged to apply. (Managerial)